



RENEWAL APPLICATION
MONTANA BOARD OF VETERINARY MEDICINE
301 S PARK
P O BOX 200513
www.vet.mt.gov
(406) 841-2394

LICENSE NO. _____

RENEW DATE _____

STATUS: _____

NAME: _____

ADDRESS: _____

CITY: _____ ST: _____ ZIP: _____

ADDRESS CORRECTIONS ONLY:

NAME: _____

ADDRESS: _____

CITY: _____

STATE: _____

ZIP/COUNTRY: _____

Your Montana Veterinarian license will expire on November 1. **YOU MAY ALSO RENEW ONLINE, GO TO: <https://app.mt.gov/renewal>**

In order to renew your license:

- 1) Complete the renewal application.
- 2) Complete the Continuing Education Attest Statement below.
- 3) Answer the disciplinary question at the bottom of the form.
- 4) Submit a check or money order for \$65.00 made payable to the Board of Veterinary Medicine. Do not send cash. Canadian residents pay in U.S. funds only.
- 5) Renewals with a U.S. Postal Service postmark after November 1 will be assessed a penalty fee by state law of \$50.00, increasing the total amount due to \$115.00. **NO EXCEPTIONS!**
- 6) Sign the renewal application.
- 7) Return the renewal application and fee to the Board office postmarked by November 1.

CONTINUING EDUCATION ATTEST STATEMENT

You are required to obtain 20 hours of continuing education (CE) taken within the 24 months prior to November 1 of the even numbered years in order to renew your license. Programs shall be of a professional veterinary nature to qualify, with the number of practice management hours not to exceed 25% of total required hours. The Board will be conducting a random audit of licensees during the renewal cycle to ensure compliance. If you are among those selected, you will be notified after November 1 of the even numbered years to submit documentation that you have completed the requirement.

Any CE non-compliance determined by the audit will be handled by the Board as a disciplinary matter.

Veterinarians renewing their license for the FIRST time are exempt from the CE requirement but must complete the renewal form and pay the renewal fee. Licensees licensed less than two full calendar years but more than one full calendar year on their first CE reporting date shall be required to obtain 10 hours of continuing education.

___ I have completed the required hours of continuing education for this even numbered year.

___ I do not need continuing education, as this is an odd numbered year.

___ I have not completed my CE. I have enclosed the renewal and penalty fees for a total of \$115.00 and am requesting a 90-day grace period.

___ I do not need continuing education, as this is my FIRST license renewal.

I declare under penalty of perjury that the above statement is true. I am aware that a false statement may lead to license discipline.

LEGISLATION PASSED IN THE 2005 SESSION PROVIDES THAT A LICENSEE HAS 45 DAYS TO RENEW HIS/HER LICENSE AFTER THE DEADLINE BY PAYING BOTH THE RENEWAL FEE AND THE LATE FEE. ANYONE RENEWING 46 DAYS OR MORE AFTER THE DEADLINE MAY HAVE A COMPLAINT FILE OPENED AND THE POSSIBILITY OF UNLICENSED PRACTICE WILL BE ADDRESSED BY THE BOARD THROUGH THEIR DISCIPLINARY PROCESS.

YES ___ NO ___ **Have any legal or disciplinary actions been instituted against you since your renewal?** If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec. 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

Your signature: _____ Date: _____
DO NOT SEND CASH